

**City of Cody**  
**Planning, Zoning and Adjustment Board**  
**Tuesday, July 12, 2016**

A regular meeting of the Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of City Hall in Cody, Wyoming on Tuesday, July 12, 2016 at 12:00 PM

Present: Justin Ness - Chairman; Buzzy Hassrick; Heidi Rasmussen; Richard Jones; Reese Graham; Curt Dansie; Sandra Kitchen, Deputy City Attorney; Steve Miller, Council Liaison; Todd Stowell, City Planner; Bernie Butler, Accounting Clerk.

Absent: Brad Payne

Chairman Justin Ness called the meeting to order at 12:06 PM, followed by the pledge of allegiance.

Buzzy Hassrick made a motion, seconded by Curt Dansie, to approve the agenda. Vote on the motion was unanimous, motion carried.

Buzzy Hassrick made a motion, seconded by Heidi Rasmussen, to approve the minutes for the June 28, 2016 meeting. Vote on the motion was unanimous, motion carried.

**TABLED ITEM:**

Site plan Review for Mountain Equipment, located at 3202 Big Horn Ave.

Richard Jones made a motion to remove this item from the table, seconded by Buzzy Hassrick. Vote on the motion was unanimous, motion carried.

Todd Stowell presented a site plan review for Mountain Equipment, located at 3202 Big Horn Avenue. Updated architectural plans (elevations) and a landscaping plan were presented.

Heidi Rasmussen made a motion, seconded by Curt Dansie, to approve the Mountain Equipment building located at 3202 Big Horn Ave, with the following recommended conditions from the staff report (1 through 11, 13, and 14, and striking 12):

1. Prior to issuance of a building permit, provide a utility plan that contains details on the utility pipe sizes and material specifications (e.g. DR18).
2. Modify the ADA parking space to be 11 feet wide, plus a minimum 5-foot wide loading aisle.
3. Pay applicable utility fees in conjunction with the building permit. The city fee for the electrical equipment is actual cost. The electrical estimate is paid up front, which is \$2,321.
4. Prior to issuance of a building permit, provide a revised drainage plan, which has the 100-year overflow directed to the ditch along the front of the property.
5. Prior to issuance of a certificate of occupancy, the drainage facilities must be inspected and certified by the applicant's engineer that they were completed according to modified approved plans. This includes verification of the assumed infiltration rate, due to the fill material to be placed in the borrow pit.
6. The borrow pit must be filled or graded to provide a maximum 3:1 side slope prior to occupancy of the building.
7. The evergreen trees must be a Colorado blue spruce (or species with a similar growth rate, growth pattern, and cold heartiness, as approved by the Board). The trees must be a minimum of four feet tall, spaced no more

than 30 feet apart, provided with a method of irrigation, planted in good soil and at a level so that their base is no more than 18 inches below the level of the immediately adjacent neighboring property. Timing of installation shall be per the entry corridor ordinance. (Prior to occupancy, unless financial security is provided.)

8. The tree lines must be planted with a native grass seed mix, or otherwise landscaped/rocked to prevent weeds.
9. The river rock and crushed rock areas shall be provided with a quality weed barrier.
10. Obtain a sign permit for any exterior signage. The roof sign is not permitted.
11. Prior to occupancy, provide an easement for the electrical facilities, as needed.
12. ~~Provide the following additional architectural features on the building (as discussed with Board — potential items include masonry or rock veneer wainscot, masonry or rock veneer post bases, open timber gable in canopy).~~ (Note: Architectural features have been added to the proposal.)
13. The project must otherwise comply with the site plan and applicable building, fire, and electrical codes; (provided, the landscaping may be reduced as agreed by the Board on the condition that landscaping is enhanced upon further development of the property.)
14. Prior to occupancy, provide an as-constructed site plan, drawn to scale, that accurately reflects the placement of the utilities, building, and landscaping.

Vote on the motion was unanimous, motion carried.

#### NEW BUSINESS:

Todd Stowell discussed the following draft residential zoning amendments:

- A. Chapter 1 General Provisions
- B. Residential Land Use Table V7.8
- C. Supplemental Development Standards for Residential Zoning Districts

The board will review the above draft residential zoning amendments and comment to Todd Stowell by August 1, 2016.

P & Z Board Matters – none

Council Updates – Steve Miller - none

Staff Items – Todd Stowell - none

Buzzy Hassrick made a motion, seconded by Reese Graham, to adjourn the meeting. Vote on the motion was unanimous, motion carried.

There being no further business to come before the board, Chairman Ness adjourned the meeting at 1:00 PM.

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Bernie Butler, Administrative Assistant